

RESOURCE FAMILY HOME ENVIRONMENT CHECKLIST

Child/Nonminor Dependent

Name: _____ Case Number: _____

Resource Family Name: _____

Instructions: Pursuant to RFA Written Directives, in order to be approved, a Resource Family Home must meet the following requirements.

HOME ENVIRONMENT REQUIREMENTS

Instructions: The following statements on pages 1 and 2 must be answered YES, unless not applicable or an exception is granted, to approve the home for placement.

HOME ENVIRONMENT Sections 3 and 10 of the Resource Family Approval Written Directives	YES	NO	*DAP	N/A
An applicant's home is clean, safe, sanitary and in good repair. (Pursuant to RFA WD §10-01).				
Smoke detector(s) must be approved, commercially manufactured, functioning and installed in hallway(s) in each sleeping area. Exceptions: Homes with sprinklers (Pursuant to RFA WD §10-01).				
Outdoor and indoor passageways, stairways, inclines, ramps, and open porches are free of obstruction. (Pursuant to RFA WD §10-01).				
Indoor bathroom with individual privacy & operational toilet, sink, tub/shower. Faucets for personal care have hot water at a safe temperature. (Pursuant to RFA WD §10-01).				
Fireplaces, open-faced heaters or woodstoves are safely operated. (Pursuant to RFA WD §10-01).				
Temperature of the home is safe and comfortable. (Pursuant to RFA WD §10-01).				
Necessary lighting in all rooms to ensure comfort and safety. (Pursuant to RFA WD §10-01).				
Bedrooms: No more than 2 children of the same sex shall share a bedroom. (Exceptions: Children under 5 years, or minor parent and child, or based on gender identity). (Pursuant to RFA WD §10-01). (Does not apply to non-minor dependents).				
Bedrooms: Not commonly used for another purpose, is not used as a passageway, has safe, direct emergency exit to outside, and has a bed with clean linens in good repair for each child. (Pursuant to RFA WD §10-01).				
Bedrooms: Bunk beds are not more than 2 tiers high, have railings on upper tier, and are not used for children under 6. (Pursuant to RFA WD §10-01).				
Bedrooms: Each bedroom has sufficient closet & drawer storage. (Pursuant to RFA WD §10-01).				
Each infant is supplied with an age and size appropriate, safe & sturdy bassinet or crib, with a clean comfortable mattress, is not tiered or stacked, and crib slats do not pose a risk of trapping the infant. (Pursuant to RFA WD §10-01).				
OUTDOOR ACTIVITY SPACE Sections 6-03.2 and 10-02 of the Resource Family Approval Written Directives	YES	NO	*DAP	N/A
Yards and outdoor activity spaces shall be free from hazards that endanger the health and safety of a child or non minor dependent. (Pursuant to RFA WD §10-02)				
Swimming pools, spas, and other bodies of water are inaccessible to children. (Pursuant to RFA WD §10-02). (*RPPS applies).				
*An applicant shall be prepared to use the Reasonable and Prudent Parent Standard (RPPS) as defined in Welf & Inst Code § 362.04 and 362.05.				

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STORAGE SPACE Sections 6-03.3 and 10-03 of the Resource Family Approval Written Directives	YES	NO	*DAP	N/A
Medicines, disinfectants, cleaning solutions, poisons, and other dangerous items are appropriately stored. (Exceptions: the caregiver may allow a child to have access to the above, and household knives and appliances, if age and developmentally appropriate, and safety is assured) (*RPPS applies). (Pursuant to RFA WD §10-03).				
Firearms and dangerous weapons are stored in locked area. (Exceptions: firearms that have the firing pin removed or a trigger lock) Ammunition is stored in a separate locked area. (Pursuant to RFA WD §10-03).				
Waste is located, stored, and disposed of in a manner that will not permit the transmission of diseases or odors, create a nuisance, or provide a breeding place or food source for insects and rodents. (Pursuant to RFA WD §10-03).				
TELEPHONES Section 10-09 of the Resource Family Approval Written Directives	YES	NO	*DAP	N/A
Cellular, internet, or landline telephone service is accessible at all times. (Pursuant to RFA WD §10-09).				
FIRE CLEARANCE Section 10-04 of the Resource Family Approval Written Directives	YES	NO	*DAP	N/A
Required for capacity greater than 6 or non-ambulatory clients. (Pursuant to RFA WD §10-04).				
COOPERATION AND COMPLIANCE Section 10-15 of the Resource Family Approval Written Directives	YES	NO	*DAP	N/A
No false or misleading information has been made or disseminated by applicant. (Pursuant to RFA WD §10-15).				

*An applicant shall be prepared to use the Reasonable and Prudent Parent Standard (RPPS) as defined in Welf & Inst Code § 362.04 and 362.05.

Notes/Comments:

*Documented Alternative Plan must be attached.

I certify the home of _____ as of _____ Date _____

meets the standards for approval as a Resource Family Home.

Signature (County CWS/Probation/Tribal Agency Worker)

Date

HOME ENVIRONMENT CHECKLIST (ANNUAL UPDATE): RESOURCE FAMILY APPROVAL

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CONTINUOUS HOME ENVIRONMENT REQUIREMENTS

Instructions: All of the requirements on pages 1 and 2 AND below must be answered YES, unless not applicable or an exception is granted, to approve the home for continued placement.

EMERGENCY PROCEDURES §10-05 RFA WD	YES	NO	*DAP	N/A
Emergency numbers are placed in a prominent location.				
TELEPHONES Section 10-09 of the Resource Family Approval Written Directives	YES	NO	*DAP	N/A
Cellular, internet, or landline telephone service is accessible at all times. (Pursuant to RFA WD §10-09).				
FIRE CLEARANCE Section 10-04 of the Resource Family Approval Written Directives	YES	NO	*DAP	N/A
Required for capacity greater than 6 or non-ambulatory clients. (Pursuant to RFA WD §10-06).				
REPORTING REQUIREMENTS §10-05 RFA WD	YES	NO	*DAP	N/A
Death, abuse, injury or illness, prolonged absence, emergency removal of the child, AND communicable disease outbreak, poisonings, fires or explosions, daycare operation in the home, or any change in composition of the home have been properly reported to the approval and placement agencies. (Pursuant to RFA WD §10-06).				
RECORDS FOR CHILDREN AND NONMINOR DEPENDENTS §10-07 RFA WD	YES	NO	*DAP	N/A
Records of the child or nonminor dependent are maintained and appropriately stored in the home. (Pursuant to RFA WD §10-07)				
PERSONAL RIGHTS §10-08 RFA WD	YES	NO	*DAP	N/A
Each child and nonminor dependent is accorded the personal rights specified in Welf & Inst Code §16001.9. (Pursuant to RFA WD §10-08).				
TRANSPORTATION §10-08 RFA WD	YES	NO	*DAP	N/A
Transportation is provided for: health related services, school, and extracurricular activities. (Pursuant to RFA WD §10-08). Transportation is provided for: health related services, school, and extracurricular activities. (Pursuant to RFA WD §10-08).				
FOOD AND NUTRITION §10-11 RFA WD	YES	NO	*DAP	N/A
Nutritious meals and snacks are provided and special dietary needs are met. (Pursuant to RFA WD §10-11).				
REASONABLE AND PRUDENT PARENT STANDARD §10-12 RFA WD	YES	NO	*DAP	N/A
Reasonable and Prudent Parent Standard is applied as identified in Welf & Inst Code §§ 362.04, 362.05 and 727. (Pursuant to RFA WD §10-12).				
RESPONSIBILITY FOR PROVIDING CARE AND SUPERVISION §10-13 RFA WD	YES	NO	*DAP	N/A
Care and supervision is meeting the specified needs of the child or nonminor dependent. (Pursuant to RFA WD §10-13).				
ACTIVITIES §10-14 RFA WD	YES	NO	*DAP	N/A
Child or nonminor dependent is encouraged to participate in extracurricular and social activities. (Pursuant to RFA WD §10-14).				

I certify the home of _____ as of _____
continues to meet the standards for approval as a Resource Family Home. Date

Signature (County CWS/Probation/Tribal Agency Worker) Date

Child/ Nonminor Dependent

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DEFICIENCIES AND PLANS OF CORRECTION

When a violation of Written Directives is observed, the county worker has the responsibility to determine that length of time by which a correction must be made and to provide the Resource Family with reasonable assistance in meeting that standard. The basic factors to be considered in making this assessment are the potential consequences to the children or nonminor dependents placed in the home and the immediacy of the need to correct.

The types of deficiencies are as follows:

1. **Immediate Impact:** Deficiencies that, if not corrected, would have a direct and immediate risk to the health, safety or personal rights of the foster child. If placement is imminent, correction **MUST BE MADE** prior to placement of the child(ren) or nonminor dependent.
2. **Potential Impact:** Deficiencies that without correction could become a risk to the health, safety or personal rights of the child(ren) or nonminor dependent.

Examples of Immediate Impact Deficiencies:

For Initial Approval:

1. Home Environment: obstructed passageways inside or outside of the home, unsafe fireplaces, open face heaters, or woodstoves, insufficient lighting to ensure comfort and safety.
2. Outdoor Activity Space: no fence, cover or other obstruction to prevent access to pools.
3. Storage Requirements: poisons, firearms, medicines, and other dangerous medicines are not stored in a locked area.
4. Telephones: no cellular, internet, or landline telephone services or such are readily available at all times.
5. Fire Clearance: if intending to serve non-ambulatory children or nonminor dependents or more than 6 children or nonminor dependents.
6. Criminal Record Clearance and Child Abuse Index Check: failure to obtain a CLETS clearance and submit a fingerprint or Criminal Record Clearance and Child Abuse Index Check for those individuals whom have frequent and routine contact with the children in care.

FOR ANNUAL ASSESSMENT, ALL OF THE ABOVE AND:

1. Reporting Requirements: Failure to notify the Department regarding incidents of abuse, neglect, death, injury, etc. as required by RFA WD §10-06.
2. Records for Children and Nonminor Dependents: Failure to maintain the children's records.
3. Personal Rights: Abuse, neglect, inappropriate use of restraints, the use of corporal punishment, and similar violations having a direct negative impact on either the physical or emotional wellbeing of the children in care.
4. Telephones: No cellular, internet, or landline telephone services or such are readily available at all times.
5. Transportation: Failure to provide transportation to school, or health related appointments.
6. Food and Nutrition: Failure to provide adequate or nutritious meals and snacks.
7. Responsibility for Care and Supervision: Child requires a level of care that cannot be met by the caregiver without the provision of additional supports and services.

HOME ENVIRONMENT CHECKLIST (ANNUAL UPDATE): RESOURCE FAMILY APPROVAL

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Examples of Potential Impact Deficiencies:

1. Home Environment: conditions that may have a negative impact on the child or nonminor dependent if not corrected, such as multiple conditions that indicate an overall deterioration of the home; widespread neglect of maintenance; unsanitary living and food preparation areas.
2. Food and Nutrition: failure to provide adequate or nutritious meals and snacks.
3. Furniture, Fixtures, Equipment & Supplies: furnishings, should be considered as deficient only when they are clearly damaged to the extent they are not functional (e.g., a tear in the seat of a chair vs. exposed springs); no operable sink or shower; inadequate linens.

FOR ANNUAL ASSESSMENT, ALL OF THE ABOVE AND:

1. Reporting Requirements: Failure to notify the Department regarding incidents of abuse, neglect, death, injury, etc. as required by RFA WD §10-06.
2. Records for Children and Nonminor Dependents: Failure to maintain the children's records as required by RFA WD §10-07.
3. Personal Rights: Abuse, neglect, inappropriate use of restraints, the use of corporal punishment, and similar violations having a direct negative impact on either the physical or emotional wellbeing of the children in care by RFA WD §10-08.
4. Telephones: no cellular, internet, or landline telephone services or such are readily available at all times.
5. Transportation: failure to provide transportation to school, or health related appointments.
6. Food and Nutrition: failure to provide adequate or nutritious meals and snacks.
7. Responsibility for Care and Supervision: Child requires a level of care that cannot be met by the caregiver without the provision of additional supports and services.

PLAN OF CORRECTION

When a county child welfare services or tribal agency worker has determined that a deficiency exists, the proposed caregiver and the worker will discuss each deficiency and develop a plan for correcting each deficiency. If the deficiency is not corrected during the visit, then the plan of correction must be in writing, with a copy provided to the caregiver, and shall include at least the following information:

1. Citation of the Written Directive section that is violated.
2. Description of the nature of the deficiency.
3. The actions to be taken by the applicant/Resource Family and the assistance to be provided by the County.
4. The date by which each deficiency shall be corrected.
5. The phone number of the county office responsible for approval of the home.

WHEN THERE IS A CHILD OR NONMINOR DEPENDENT IN THE HOME, THE WORKER MUST REQUIRE IMMEDIATE CORRECTION OF A DEFICIENCY IF THE DEFICIENCY WOULD POSE AN IMMEDIATE THREAT TO THE HEALTH AND SAFETY OF THE NONMINOR DEPENDENT. UNDER THESE SAME CIRCUMSTANCES, IF A NONMINOR DEPENDENT IS NOT IN CARE, AND PLACEMENT IS IMMINENT, CORRECTION SHOULD BE WITHIN 24 HOURS OR LESS, AND BEFORE PLACEMENT IS MADE. OTHERWISE, THE DATE FOR CORRECTING A DEFICIENCY SHALL NOT BE MORE THAN 30 CALENDAR DAYS FOLLOWING THE DATE OF THE VISIT, UNLESS THE WORKER DETERMINES THAT THE DEFICIENCY CANNOT BE CORRECTED IN 30 CALENDAR DAYS; IN THIS CASE, THE WORKER MUST DETERMINE AN APPROPRIATE COMPLETION DATE. *TITLE IV-E IS NOT AVAILABLE UNTIL THE MONTH IN WHICH CORRECTIONS ARE COMPLETED AND THE HOME FULLY MEETS THE APPROVAL STANDARDS.*